



**Vacancy Announcement
U.S. Embassy
Algiers, Algeria**

Vacancy Announcement
26-2014

OPEN TO: All Interested Candidates
POSITION: Bodyguard, FSN-05*; FP-09** (Please reference the position title or VA number in your application to be considered)
OPENING DATE: June 18, 2014
CLOSING DATE: July 2, 2014
WORK HOURS: Full-time; 40 hours/week
COMPENSATION: DZD 1,085,562* (Grade 05)

*This represents the total annual compensation including salary, bonus and benefits.

**Not-Ordinarily Resident (NOR); Salary to be confirmed by Washington.

NOTE: NON-ALGERIAN RESIDENT APPLICANTS MUST BE RESIDING IN COUNTRY AND HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Algeria is seeking an individual for the position of Bodyguard in the Regional Security Office.

BASIC FUNCTION OF POSITION

To protect the life and security of to the United States Ambassador (COM), Deputy Chief of Mission (DCM), visiting high-ranking United States Government officials and other post personnel as directed by Regional Security Office. A Bodyguard will, at times, work irregular hours and will travel frequently as required by Regional Security Officer.

Please contact the HR Office if you wish to review a copy of the complete position description listing all duties and responsibilities of the position.

QUALIFICATIONS REQUIRED

All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

- 1. Required Education:** Completion of primary school is required.
- 2. Prior Work Experience:** One year experience as Security Protective Service Officer or Security related field.
- 3. Language Proficiency:** Level II English, Arabic and French are required.

4. Other criteria: The PSO is required to be knowledgeable of motorcade operations and routes utilized by the principal. The PSO is required to be knowledgeable with the contents of the standard operating procedures handbook for DS protective techniques.

5. Other Skills and Abilities: Incumbent must maintain firearms proficiency and maintain adequate physical fitness, a Driving license, and Incumbents with an Algeria National Weapons Permit are preferred and highly desirable, but are not required for an interview; Incumbents must be able to exercise sound judgment and be able to rapidly interpret complex situations in order to take appropriate actions as necessary.

SELECTION PROCESS

Eligible Family Members and U.S. Veterans will be given preference when considered equally qualified for Embassy Vacancy Announcements. Therefore it is essential that the candidates address the required qualifications as specified in the application.

TO APPLY

Interested candidates for this position must submit the following for consideration of the application:

1. Universal Application for Employment (UAE) as a Locally Employed Staff of Family Member (DS-174); **or**
2. A current resume or curriculum vitae that provides the same information found on the UAE DS-174.
3. Candidates who claim U.S. Veterans preference must provide a copy of their form DD-214 with the application. Candidates who claim conditional U.S. Veterans preference must submit documentation confirming eligibility for a conditional preference in hiring with their application.
4. Any other documentation (e.g., essays, certificates, awards) that addresses the qualification requirement of the position as listed above.

THE DOCUMENTS REQUESTED ABOVE MUST BE SUBMITTED OR THE APPLICATION WILL NOT BE CONSIDERED.

CLOSING DATE FOR THIS POSITION: July 2, 2014

The US Mission in Algeria provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

Point Of Contact:

Submit Application to: **Human Resources Office**

Attention: Bodyguard, Vacancy Announcement # 26-2014

Point of Contact: Human Resources Office

Fax to: 0770 082 288

Post to: BP 408 16000 Alger Gare

E-mail to: **usembassyalgiers_app@state.gov**